

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
October 5, 2020

The regular monthly meeting of the Hulmeville Borough Council was held on the above date via Zoom. This meeting was advertised in the Courier Times, notice was posted at the Borough Hall and on the Borough website.

Roll call was taken by Mr. Mandolesi

Councilmembers Present

Thomas Wheeler, President
Dan Mandolesi, Vice President
Mayor Debbie Mahon
Doug Harris
Nicholas Toth
Doug Edge

Staff in Attendance

Solicitor Robert DeBias
Chief Baran
Water and Sewer Clerk, Pat Slater
Secretary Dorothy Omietanski
Treasurer Diane McKairnes
Fire Marshall William Wheeler
Water & Sewer President Kurt Ludwig

Councilmembers Absent: Judy Coleman

Councilmembers Late to Arrive: Nick Lodise

Staff Absent: none

Guests in Attendance: Mike Wasson, Marce Heald, Tricia Boyle and Johnathan Van Horn.

Call to Order: Mr. Mandolesi called the meeting to order at 7:31 pm; all those present joined in the Pledge of Allegiance.

Mr. Mandolesi Stated:

We are holding this meeting by zoom pursuant to Senate Bill SB814, passed as Act 15 of 2020 as a result of the Emergency Declaration issued by Governor Wolf and the stay at home and shelter in place orders that have been issued by Governor Wolf. This meeting was advertised in the Courier Times and notice was posted at the Borough Hall and on the Borough Website. This meeting is being recorded and will be placed on the Borough Website. A draft of the minutes will promptly be placed on the website as well.

Minutes:

Motion made by Mr. Harris seconded by Mr. Mandolesi to approve the minutes of September 14 & 22, 2020; Motion Passed with all in favor 5-0-0.

Mayors Statement:

I want to thank everyone in Hulmeville Borough and our surrounding communities for our diligence with keeping Bucks County in the Green Phase by honoring the guidelines with wearing face masks and practicing social distancing.

As stated over the past 6 months, many community events have been cancelled. But we are looking forward to seeing residents tomorrow evening during Hulmeville Borough Police Department's National Night Out Event from 5 pm to 7 pm. This drive-thru event will be held in the William Penn Fire Company parking lot. There will be goodie bags of information handed out for family safety suggestions and fall treats too: one bag per car and/or bag one per child. All residents are encouraged to stay in their vehicles.

Halloween this year will also prove to be a new event with taking CDC guidelines into account. As stated, the Borough Newsletter, if residents are giving out treats, please have your porch light on, have individual bags lined up to support social distancing. For our Trick-or-treaters, please wear proper PPE and practice social distancing while walking through town.

Public Comment: none

Police Report:

- The police report was submitted for the month of September 2020: 19 incident reports, 0 accident reports, 7 assist, 1 EMS call, 0 summary citations, 28 traffic citations, 2 criminal arrests, 0 parking, 22 hours district court and 0-hour county court or total hours worked: 239, Total Salary \$6,000.25.
- Police Policies – The police committee is still working on Records Retention and Handling of Intoxicated People policies.
- National Night Out – The Mayor is encouraging any and all council participation for National Night Out tomorrow night 5 – 7pm at William Penn Fire Co.

Nick Lodise arrived 7:40pm

- Tshirt – Chief Baran told council that the Hulmeville Police Department shirts are selling well.
- Police Bike – Chief Baran has not been able to order the police bike due to lack of supplies. COVID placed a high demand on bikes and currently they are 3 to 4 weeks backordered. Also, the price of the bike is uncertain and is anticipated to increase. Chief Baran may need to ask for an extension on the RDA grant funds that were going to be used to buy the bike.

Mayors Report:

- Playground Signs – Mayor Mahon reminded council that Covid-19 related signs are still needed for the playground. Mr. Wheeler will follow up with regards to the signs.
- 150th Celebration Plans – The 150th Celebration Committees are doing great things. The cook book is making great strides. The finance committee has created a business plan in order to become a 501(c)3 charitable organization. There will be a plan for a group

meeting in the near future, and the committees are encouraged to hold their own follow up meetings.

Emergency Management Coordinator:

- RDA Grant – Fire Marshal Wheeler received the final items that were ordered with the RDA Grant funds. The barriers arrived last week. Fire Marshal Wheeler plans to hang the barriers in the Hulmeville Police Department garage.
- Halloween – Fire Marshal Wheeler received CDC guidelines for trick or treating. He will be posting these guidelines to the Borough website.

Fire Marshal:

- Fire Burn Ordinance – Fire Marshal Wheeler needs to make an appointment with Mr. DeBias to review the fire burn ordinance.

Authority:

- Sewer Specialties – Sewer Specialties completed their grout work on the sewer system this past week. The same time the system was being worked on the owners of 400 McKinley reported a sink hole in their front yard. After inspection of the hole by Carroll Engineering, Carroll Engineering concluded that the hole was not caused by the work completed on the sewer lines. Carroll Engineering did note that the hole is very near the resident's lateral, and that could be the issue causing the sinkhole. Mr. Ludwig explained the finding to the resident, and told them to contact him should they have any further concerns. He has not heard back from them to date. Mr. Wheeler reminded council that 400 McKinley recently had a pool installed.
- Irrigation Systems – Mr. Ludwig received a call from a resident regarding the installation of an irrigation system. Ms. Burchhofer informed the resident that they needed a permit to install a back-flow valve. Mr. Whittaker recommended that the Borough inspect these valves annually. Mr. Ludwig searched for an existing ordinance outlining the inspection of irrigation systems and back flow valves and could not find any. Mr. Ludwig will follow up with Mr. Whittaker, and determine if council should create an ordinance to address this matter.

Borough Property:

- Bathroom Issues – There is a leak in one of the toilets and the one sink faucet is not working. Mr. Mandolesi has ordered the parts.
- Boiler Inspection – Mr. Mandolesi will be scheduling a boiler inspection at Borough Hall.
- Playground – Ms. McKairnes ordered the replacement railings. When they arrive Mr. McKairnes will coordinate with Mr. Mandolesi to get them installed. The second round of cleanup at the playground will take place on October 17th at 9:00 am.

Trash:

- Leaf Pick Up – Council discussed that currently Leck picks up occur with yard waste pick-ups weekly so there is no need for extra leaf collection days. However, leaf pick ups in the past went into December, and currently yard waste collection ends December 1st. Mr. DeBias will review the contract to see if there are any details regarding leaf picks.
- Cheer Business – The Cheer group at the corner of Main and Reetz are putting out trash bags for collection. Mayor Mahon stated that all businesses should be using dumpsters. Mr. Lodise will talk to the owners regarding this matter.

Lights:

- Light Out – There is one light out at Fairview and Walnut. Mr. Lodise will look into getting it fixed.

Streets:

- Pothole Repairs – Mr. Lodise had a company inspect the roads in the borough, and they marked 11 potholes for repair at a cost of \$1,500. Mr. Mandolesi would like to add some crack repairs on Michelle Court to the list.
- Main Street Paving – Mr. Harris receives a weekly activity report of roads being paved for the upcoming week, and Main Street is not on the list. Mr. Wheeler will call PENNDOT to get an update.

Personnel:

- Code Enforcement Position – Mr. Mandolesi is not going to request a background check until council agrees on the hiring of the Code Enforcement Officer. The job will be offered on the contingency that a background check is completed.

Motion made by Mr. Harris and seconded by Mr. Wheeler to hire Rosaura Torres as the Code Enforcement Officer for Hulmeville Borough at a rate of \$25 per hour pending a background check to be completed; motion passed with all in favor 6-0-0.

Finance:

- Budget 2021 – Mr. Harris distributed a revised budget, and next month council will vote to advertise for adoption in December.

Planning: no report

Storm Water Committee Meeting:

- Meeting - A committee meeting is needed to discuss personnel possibilities. Mayor Mahon set a meeting for October 8, 2020 at 7:30pm at Borough Hall.

MS4:

- Newsletter – The fall 2020 newsletter was delivered. Mayor Mahon is submitting a reimbursement request of \$23.65 for postage.
- Tree Planting – The tree planting will be held at Borough Hall on November 14th.

TMDL / BMP's: Permit years 2018-2022 – DEP will be doing their permit inspections in the spring of 2020. Samantha Brinker from Gilmore and Associates will keep us informed of that inspections. Due to Covid-19, this had been postponed.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
 - Continued with the 4 leaf pick-ups through the fall/winter season
 - Sump Pump inspection enforcement
 - Decide on sediment reduction project
 - Lawn and garden pick up 4/1-12/1 weekly

Floodplain:

- Open Space Margareta Ave - The properties along Margareta Avenue have reached out in regard to dead limbs in trees, dead trees and standing water within the Open Space areas that surround their properties. The county was contacted, via email on June 17, 2020, but has not yet replied.
- Property Inspections – Mayor Mahon is working on completing the floodplain property inspections. A follow up was posted in the recent newsletter.

Storm Water:

- Storm Drains – Amanda Fuller, Gilmore and Assoc. is working on an RFP to get the storm drain inlets cleaned. Gilmore has received the required amount of bids and they are currently being reviewed.
- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.
- McCarthy Ave – Mr. Young on McCarthy Ave contacted Tina Davis' office, again, with his sincere concern with stormwater issues that affect not just his property, but his home. Council needs to schedule a follow up meeting with Gilmore and Assoc to discuss findings from the Hulmeville Water Authority's report.

Zoning: Ms. Buchhofer’s monthly report was distributed to council.

Solicitor:

- RDA Applications – Mr. DeBias has submitted 4 RDA applications for 2021. There will be an in-person presentation opportunity on October 16th. Mr. DeBias RSVP for 3 people.
- Peace Valley Holistic Center – Peace Valley is going to request an extension on their 2020 RDA grant. They rely on volunteers to complete their building project, and COVID has put their work behind schedule.
- Job Summaries – Mr. DeBias will be forwarding job summaries for zoning officer and code enforcement officer to Fire Marshal Wheeler to update the website.

Treasurer’s Report: Treasurer’s Report for October 5, 2020 was made available for inspection:

• General Fund Checking Balance as of September 1, 2020:	\$ 417,117.10
Expenses Totaled:	\$ -32,579.88
Income Totaled:	\$ <u>24,506.15</u>
General Fund Checking Balance as September 30, 2020:	\$ 409,043.37
• Sewer Fund Checking Balance as of September 1, 2020:	\$ 55,035.73
Expenses Totaled:	\$ -21,283.69
Income Toted:	\$ <u>1,103.72</u>
Sewer Fund Checking Balance as of September 30, 2020:	\$ 34,855.76
• Sewer Fund PLGIT Balance as of September 1, 2020:	\$ 227,743.95
Interest	\$ 0
Deposit	\$ 0
Expense	\$ <u>0</u>
Sewer Fund PLGIT Balance as of September 1, 2020:	\$ 227,743.95
• Highway Aid PLGIT Balance as of September 1, 2020:	\$ 51,963.58
Interest	\$ 0
Deposit	\$ 0
Expenses	\$ <u>-29.29</u>
Highway Aid PLGIT Balance as of September 1, 2020:	\$ 51,934.29
• General Fund PLGIT Balance as of September 1, 2020:	\$ 324,822.51
Interest	\$ 0
Deposits	\$ 0
Expenses Total:	\$ <u>0</u>
General Fund PLGIT Balance as of September 1, 2020:	\$ 324,822.51

Bills: A copy of the bill list dated October 1, 2020 was provided to Council and offered for review by the public. Seven bills were added: Hulmeville Water and Sewer \$357,54 and

\$136.46, Comcast \$209.46, PECO \$ 1,216.60, Debbie Mahon \$23.65, zoning officer salary \$150.00 and Zoning Officer reimbursement for mailing expense \$1.60.

- **General Fund** beginning balance as of September 30, 2020: \$ 411,481.20
ending balance as of October 5, 2020: \$ 389,080.75
- **Sewer & Water** beginning balance as of September 30, 2020: \$ 36,501.48
ending balance as of September 9, 2020: \$ 18,629.75
- **Highway Aid** beginning balance as of September 4, 2020: \$ 51,949.22
ending balance as of September 29, 2020: \$ 51,934.29

A motion made by Mr. Lodise seconded by Mr. Toth and carried unanimously to approve the bill list dated September 1, 2020; motion carries 6-0-0.

New Business; none

Old Business:

- Escrow Account – Ms. McKairnes has reviewed the Borough Escrow Account and there are three accounts that she believes need to be reimbursed; Mar-Mar \$1,288.60, 4 Michelle Court \$3,482.50 and Cook \$450.00. Mr. Mandolesi asked Ms. McKairnes to confirm that 4 Michelle Court paid for the sewer hook up before refunding their escrow.
- Digital Speed Sign – One of the digital speed signs fell. Ms. Wheeler has the sign. Chief Baran will pick it up and have it reinstalled.

The meeting was adjourned at 8:50 pm; motion made by Mr. Lodise seconded by Mr. Harris; carried 6-0-0.

Respectfully Submitted

Dorothy Omietanski
Secretary Hulmeville Borough